



HEADQUARTERS NORTH CAROLINA WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
3520 Alamance Road
Burlington NC 27215



4 September 2020

MEMORANDUM FOR NCWG CADET ADVISORY COUNCIL REPRESENTATIVES

FROM: C/1st Lt Sarah Haynes, NCWG CAC Recorder

SUBJECT: CAC Meeting Minutes for 16 August 2020

1. Opening Business

a. Roll Call

- i. C/Capt Heckel (NC-024 Primary)
- ii. C/MSgt Emaus (NC-050 Primary)
- iii. C/CMSgt Goncalves (NC-050 Assistant)
- iv. C/Capt Perkins (NC-048 Primary)
- v. C/Maj Sullivan (NC-048 Assistant)
- vi. C/1st Lt Orrs-Wright (NC-143 Primary)
- vii. C/Maj Grimm (NC-143 Assistant)
- viii. C/2d Lt Kehrer (NC-145 Primary)
- ix. C/SSgt Richardson (NC-145 Assistant)
- x. C/Capt Hernandez (NC-150 Primary)
- xi. C/2d Lt Joseph (NC-301 Primary)
- xii. C/CMSgt Randolph (NC-079 Primary)
- xiii. C/Maj Smith (NC-305 Primary)
- xiv. C/2d Lt Herman (NC-052 Primary)
- xv. C/2d Lt Neal (NC-082 Primary)
- xvi. C/2d Lt Miller (NC-082 Assistant)
- xvii. C/MSgt Carter (NC-307 Primary)
- xviii. C/SSgt Huntsberry (NC-307 Assistant)
- xix. C/1st Lt Pope (NC-007 Primary)
- xx. C/2d Lt Andersen (NC-023 Primary)
- xxi. C/TSgt Turbyfill (NC-126 Primary)
- xxii. C/1st Lt C. Endre (NC-170 Primary)
- xxiii. C/Capt J. Endre (NC-170 Assistant)
- xxiv. C/1st Lt Maner (NC-111 Primary)
- xxv. C/1st Lt Ksous (NC-111 Assistant)
- xxvi. C/Capt Hoernlein (NC-300 Primary)



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- xxvii. C/Maj Ross (NC-300 Assistant)
- xxviii. C/1st Lt Haynes (NCWG CAC Recorder)
- xxix. C/1st Lt Stange (NCWG CAC Vice-Chair)
- xxx. C/1st Lt Nazzaro (NCWG CAC Chair)
- xxxi. C/Lt Col Randolph (NCWG Primary Representative)
- xxxii. C/Capt Thibodeaux (NCWG Assistant Representative)
- xxxiii. 1st Lt Abby Feinstein (NCWGCAC Senior Advisor Assistant)
- xxxiv. Maj Hallihan (NCWGCAC Senior Advisor)
- xxxv. Col Angelovich (NCWG Commander)
- xxxvi. C/1st Lt Gianna Canale (NC-300 Guest)
- xxxvii. C/SSgt Davida Bane (NC-300 Guest)

b. Region Briefing

Previous committees completed and three new committees were opened, with the plan to complete them by the end of the term. Those committees are:

- i. Functional Committee: Brainstorming ways for squadrons to balance fun and function in virtual meetings
- ii. NCO Virtual Training Committee: addresses way to better train new NCOs to fulfill their duties as they adjust to COVID-19
- iii. Resource Committee: Allocate resources that may be useful for squadron meetings in virtual environments and gather successful methods used across MAR

c. Squadron Reports – Representatives discuss their favorite aspect of virtual meetings

- i. **C/Capt Heckel (NC-024)** – Joining meetings via the computer is much easier. Guests are also having easier accessibility to visits, which his squadron has had quite a few recently. It is nice to see who is truly devoted to CAP, because those who have stayed, have shown they are here for the long run
- ii. **C/MSgt Emaus (NC-050)** – Living over an hour away from his squadron, it is nice to simply hop on his computer to join meetings
- iii. **C/CMSgt Goncalves (NC-050)** – PT virtually is more of an actual workout than doing the test. The creative games the squadron comes up with to keep everyone interested are enjoyable
- iv. **C/Capt Perkins (NC-048)** – Attendance is easier due to being able to join squadron meetings anytime, anywhere with a phone or computer. Perkins advised representatives to be sure to spend time with others despite the pandemic



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- v. **C/1st Lt Orrs-Wright (NC-143)** – Becoming more tech savvy, due to being forced to adapt. Realized there is a plan and we can still survive despite the circumstances, as well as see open doors of opportunity
- vi. **C/Maj Grimm (NC-143)** – Able to still come together and stay connected despite being physically separated
- vii. **C/SSgt Richardson (NC-145)** – Not being in uniform has created a more relaxed and friendly environment where cadets can get to know each other more personally
- viii. **C/Capt Hernandez (NC-150)** – Without a physical audience, it is easier to present, and thus good practice for conducting speeches
- ix. **C/2d Lt Joseph (NC-301)** – The virtual aspect allows for a lot of flexibility and adaptability, not just in transportation but also in bringing in guest speakers and teaching new classes and skills
- x. **C/CMSgt Randolph (NC-079)** – Able to ask more questions as well as easier communication
- xi. **C/Maj Smith (NC-305)** – Due to the virtual setting, testing has slowed down. Looking forward to meeting back together in Phase 1, perhaps in early September. Since there is low attendance, squadron is planning on working on a rocketry kit to increase interest
- xii. **C/2d Lt Herman (NC-052)** – Now has access to online resources never before available, such as emergency services training and PowerPoints. Also was able to learn how to use Microsoft Office
- xiii. **C/2d Lt Neal (NC-082)** – Does not have to put hair up every week. Enjoys the tough, genuine conversations they have during Character Development sessions that are not possible in person.
- xiv. **C/2d Lt Miller (NC-082)** – Meetings are straight forward, no long breaks. Able to “arrive” to meetings better
- xv. **C/MSgt Carter (NC-307)** – Due to how far he lives from both his squadron and WGHQ, virtual meetings are easier in that respect as well as saving money on gas
- xvi. **C/SSgt Huntsberry (NC-307)** – Does not like any aspect of virtual meetings
- xvii. **C/1st Lt Pope (NC-007)** – Despite missing seeing everyone face-to-face, there is a motivation to keep progressing. Cadet staff enjoys the flexibility of virtual setting. Staff has Sunday meetings to plan classes; created a challenge to have cadets exhibit the core values
- xviii. **C/1st Lt Ksous (NC-111)** – Loves the flexibility, not having to leave the house at specific times, and can accomplish a lot before getting on the computer to join a meeting



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- xix. **C/1st Lt Andersen (NC-023)** – excited about the creative and new opportunities available. Squadron plays Jeopardy!, practices ICUT, and generally has fun
- xx. **C/2d Lt Turbyfill (NC-)** – by having shy cadets organize and present classes in a virtual setting, they are becoming more confident in their speaking abilities
- xxi. **C/1st Lt C. Endre (NC-170)** – Shyer cadets are finding it easier to give presentations from behind a screen than in person
- xxii. **C/Capt J. Endre (NC-170)** – Being separated has increased camaraderie, especially during PT challenges, which great team builders
- xxiii. **C/Capt Hoernlein (NC-300)** – Flexibility throughout the week, such as leadership feedback exercises. Likes the use of the chat feature
- xxiv. **C/Maj Ross (NC-300)** – Having flexibility to do more

d. Committee Reports

- i. **Support Staff Training Committee-** Tabled the committee due to limited time to invest. C/2d Lt Neal seconded. C/1st Lt Stange reminded the council that as sad as it is, it is challenging to have competing commitments. He thought the group had great ideas with potential for the topic to pick back up in the future.
- ii. **Recruiting and Retention Committee-** C/1st Pope declared that the committee has submitted their proposal and it shall be presented and voted on later in the evening.
- iii. **Medical Advancement Committee-** No updates, waiting on Senior Staff before they can move forward.
- iv. **101 Card Redesign Committee-** Shall be presented later in the evening.
- v. **COVID Adaption Committee-** C/1st Lt Orrs-Wright reported the findings his committee made after polling cadets throughout the wing: Many squadrons are giving lectures rather than interactive discussions. Lectures are discouraging cadets. 70% of squadrons are using Kahoot, with many others using virtual Jeopardy! Other squadrons are doing virtual tours of museums, CAP Minecraft servers, Space-X docking simulator, and/or TerraClues (GoogleEarth scavenger hunt). Many Squadrons reported that the meetings are lasting over an hour and a half, with only 50% of cadets attending
- vi. **Safety and Preparedness Committee-** Since none of the member can meet in person, the proposal for the video had to be cancelled until further notice.
- vii. **Wing Website Feedback Committee-** C/2d Lt Orrs-Wright shared his screen and showed the council how their hard work had paid off and their suggested edits were added to the NCWG website.

2. New Business



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- a. Proposal Presentations
 - i. 101 Card Redesign Committee
 - 1. The purpose of the committee was to add CPR, AED, and WAFA qualifications to the 101 Card.
 - 2. Proposal passed unanimously and shall be sent to WG/CC for approval before going to MARCAC
 - ii. Recruitment & Retention Committee
 - 1. The committee proposed to require cadets to attend a minimum 2 hour activity (that is not a weekly squadron meeting) before they can earn the Wright Brother's Award
 - 2. Proposal passed unanimously and shall be sent to WG/CC for approval before going to MARCAC
- b. Awards and Term Slide Show
 - i. The following representatives have successfully completed the requirements to earn their CAC Ribbon
 - 1. C/Maj Graham Collie, NC-019, 7 Meetings
 - 2. C/MSgt Jack Emaus, NC-124, 10 Meetings
 - 3. C/Capt L. Parker Perkins, NC-048, 10 Meetings
 - 4. C/1st Lt Julian Orrs-Wright, NC-143, 9 Meetings
 - 5. C/2d Lt Daniel Kehrer, NC-145, 6 Meetings
 - 6. C/1st Lt Jefferson Hernandez, NC-150, 9 Meetings
 - 7. C/1st Lt Elijah Joseph, NC-301, 7 Meetings
 - 8. C/CMSgt Enrico Randolph, NC-079, 8 Meetings
 - 9. C/Maj Ronald Smith, NC-305, 5 Meetings (earned previously)
 - 10. C/2d Lt G. Trey Horton, NC-022, 7 Meetings (earned previously)
 - 11. C/2d Lt Michael Herman, NC-052, 8 Meetings
 - 12. C/2d Lt Catherine Neal, NC-082, 8 Meetings
 - 13. C/MSgt Tommy Carter, NC-307, 5 Meetings
 - 14. C/1st Lt Abigail Pope, NC-007, 9 Meetings
 - 15. C/2d Lt Samuel Andersen, NC-023, 7 Meetings
 - 16. C/1st Lt Corbin Endre, NC-170, 7 Meetings
 - 17. C/MSgt Zane Turbyfill, NC-126, 5 Meetings
 - 18. C/CMSgt Haleigh Wooters, NC-107, 7 Meetings (earned previously)
 - 19. C/1st Lt Carter Maner, NC-111, 8 Meetings
 - 20. C/Capt Jacob Hoernlein, NC-300, 9 Meetings
 - 21. C/1st Lt Philip Nazzaro, NC-170, Chair, 10 Meetings (earned previously)
 - 22. C/1st Lt Joshua Stange, NC-145, Vice-Chair, 10 Meetings



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23. C/1st Lt Sarah Haynes, NC-162, Recorder, 9 Meetings (earned previously)
- ii. Col Angelovich discussed how the NCWG just moved into Phase 1. Activities can now be held with groups or ten or less members, wearing proper PPE. Though not all members will be able to get together, this is at least a start. Afterwards he presented the Top 3 with the Wing Commander's Commendation Award, describing their leadership during this term:
1. C/1st Lt Haynes managed and drafted the minutes, participated with committees, demonstrated organizational skill, continued to display positive example of servant leadership, devotion to duty, and assisted with the development of training representatives
 2. C/1st Lt Stange joined the council with no CAC experience but quickly adapted. He helped guide committees and kept track of active and inactive term. He motivated committee chairs and was impactful in the completion of five proposals. He also helped plan and instruct leadership presentations and displayed leadership throughout the year
 3. C/1st Lt Nazzaro was consistent with the timely release of meeting agenda. Displayed a positive and friendly demeanor. He adapted to the virtual landscape, planned training sessions, and helped the council adhere to parliamentary procedures
3. **Closing**
- a. Next CAC Assemblage
September 13, 2020, 2000-2100 – Virtual, Final Meeting of the Term
 - b. Upcoming Events
 - i. ~~Type B Fall Encampment – October 23-25/ Oct 30-Nov 1~~ (Cancelled due to COVID-19)
 - ii. NCWG/VAWG Joint Winter Encampment – December 26 -Jan 02
 - c. Adjournment
C/2d Lt Miller motioned to adjourn and was seconded by C/2d Lt Neal. Meeting was adjourned at 2116.

//SIGNED//
SARAH E. HAYNES, C/1st Lt, CAP



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North Carolina Wing CAC Recorder

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